



# AIR NATIONAL GUARD MILITARY VACANCY ANNOUNCEMENT

THE HIRING DIRECTORATE, NGB/CF, ANGRC/CC & NGB/HR RESERVE THE RIGHT TO REMOVE THIS ADVERTISEMENT AT ANYTIME.

THANK YOU FOR YOUR INTEREST IN VIEWING THIS MILITARY VACANCY ANNOUNCEMENT. PLEASE READ EACH SECTION CAREFULLY. ENSURE YOUR ARE IN FULL COMPLIANCE BEFORE THE CLOSEOUT DATE LISTED BELOW.

\*\*\*WE HIGHLY RECOMMEND YOU SUBMIT YOUR PACKAGE AS EARLY AS POSSIBLE, IF POSSIBLE, DO NOT WAIT UNTIL THE CLOSE OUT DATE TO SUBMIT\*\*\*\*\* APPLICATION PACKAGES WILL NOT BE ACCEPTED AFTER THE CLOSEOUT DATE LISTED.

DUE TO THE HIGH VOLUME OF APPLICATION PACKAGES, PACKAGES RECEIVED WITHIN 4 DUTY DAYS OF THE CLOSEOUT DATE WILL BE REVIEWED FOR QUALIFICATION/ DISQUALIFICATION. WE WILL NOT BE ABLE TO ASSIST YOU WITH COMPLETING YOUR APPLICATION. BY COB OF THE CLOSE OUT, PACKAGES MISSING REQUIREMENTS OR DOCUMENTATION CLARIFYING QUALIFICATION WILL BE DISQUALIFIED. QUESTIONS PERTAINING TO APPLICATIONS REQUIREMENTS SHOULD BE REFERRED TO NGB/HR. ONLY NGB/HR WILL DETERMINE QUALIFICATION/DISQUALIFICATION.

<b><u>ANNOUNCEMENT NUMBER:</u></b>	MVA 2014-025
<b><u>OPEN PERIOD:</u></b>	17 Jan 2014 thru 2359 EDT, 18 Feb 2014
<b><u>HIRING DIRECTORATE:</u></b>	NGB/A2
<b><u>POSITION TITLE:</u></b>	Manager, ISR Readiness
<b><u>AFSC REQUIREMENT:</u></b>	1NX7/9X (PAFSC, 2AFSC, 3AFSC, 4AFSC)
<b><u>RANK/GRADE REQUIREMENT:</u></b>	MSgt/E7 (Promotable) – SMSgt/E8
<b><u>POSITION INFORMATION:</u></b>	Full Time, Title 10, Statutory Tour
<b><u>TOUR LENGTH:</u></b>	2 - 4 Years
<b><u>AGENCY:</u></b>	National Guard Bureau
<b><u>DUTY LOCATION:</u></b>	Joint Base Andrews, MD
<b><u>WHO MAY APPLY:</u></b>	Qualified ANG members only

## **1. Requirements**

Must hold Rank/Grade requirement by this announcement closeout date.

Must have or be able to obtain a TS/SCI (Top Secret/Sensitive Compartmented Information) Security Clearance.

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## **2. Position Description**

-Highly recommended SNCO with extensive knowledge and experience in the war planning process and combat missions and resources of the ANG. SMSgt is commensurate with the level of responsibility for similar positions in other directorates of the NGB/ANGRC staff, HAF, gaining MAJCOMs, and ANG ISR field units. Incumbent provides input to policy decision making on operational reporting requirements and recommends reporting actions required to meet MAJCOM management needs. This position is delegated responsibility for the effective execution and maintenance of ANG ISR SORTS, ART, and DRRS programs, as well as have authority and responsibility to execute NGB policies pertaining to ANG Readiness Reporting programs. Incumbent coordinates directly with Air and MAJCOM staffs and must be familiar with the functions and organization of the ANG, and the command relationship with JCS, USAF, MAJCOM, C-NAFs, State JFHQ and TAGs.

-Should become familiar with AF and gaining MAJCOM policies and procedures for SORTS, ART, and DRRS. Familiarity with staff procedures and actions including manpower, and planning, programming, budgeting, and execution (PPBE) processes is desired. Should be versed in personnel, logistics and training requirements of all ANG ISR C-Levelled units tasked in support of Contingency and Operations Plans and AF Operational Reporting and inspection requirements. Should possess good technical writing, briefing, and data analysis skills.

-Incumbent will be employed full time in a standard AF/ANGRC duty day work schedule; may be required to augment 24/7 National Guard Communications Center (NGCC) operations during real-world and exercise situations or ANG CAT. Incumbent will constantly interface with the NGB/ANGRC staff, HAF, AF ISR Agency, and the States/Territories to synchronize and coordinate current/future ANG ISR organize, train and equip issues. Will routinely communicate with ANG ISR Wing, Group & Squadron staffs and to conduct Readiness Branch responsibilities and to solicit field inputs to answer ANG, MAJCOM, AF, and DoD ANG ISR-related inquiries.

-Responsible for execution of NGB policies on readiness reporting. Responsible for the analysis of SORTS, ART, and DRRS at the MAJCOM level to ensure congruency between unit reported capabilities and wartime tasking. Responsible for the overall management and administration of ANG DOCs encompassing ISR functional areas. Position requires inter-directorate coordination for problem analysis and resolution. Provides awareness on unit resource status to NGB, gaining MAJCOM, HAF, COCOM, DoD and unit commanders. Assists A2 FAMs/CFMs with all staff-related organize, train and equip issues. Participates in planning events as needed.

-Assists the A2 ISR FAMs/CFMs to ensure accomplishment of all functional issues pertaining to ANG ISR operations and future planning. (DoDD 5100.01, DoDD 5105.77, DoDD 5240.01)

-Responsible for assigned staff-actions associated with the ANG ISR functional areas to support operational planning and execution as well as the management and execution of AF readiness programs. Responsibilities include (but are not limited to) developing and reviewing policy and plans; tracking, developing, managing and maintaining Designed Operational Capability (DOC) statements, Unit Type Codes (UTCs), and Unit Manning Documents (UMDs); developing criteria for, monitoring DoD and AF readiness reporting (ART, SORTS, DRRS), tracking readiness reporting requirements and ensuring unit compliance and congruence between wartime taskings and unit reported capabilities; and, verifying, staffing and monitoring activation (mobilization or volunteerism) of all - or portions of - ANG ISR units and personnel called to active duty service.

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- Attends ANG ISR unit activation/conversion-related working groups and site visits, particularly Site Activation Task Force (SATAF) events, at the direction of the ISR Operations Branch Chief.
  - Provides ANG/ANGRC oversight and visibility of operational readiness and unit compliance inspections of ANG ISR units. Assists/facilitates unit requests for staff assistance visits (SAVs) prior to inspections.
  - As directed, represents ANG ISR at National Intelligence Community, DoD, HAF, MAJCOM, and COCOM planning workshops, conferences, and other forums; advises all levels of the AF and DoD on ANG ISR capabilities for incorporation into mission plans and activities.
  - Assists the NGB/A2 Program Element Monitor (PEM) (NGB/A2X) with planning, programming, and budgeting for ANG ISR programs. Participates, as required, in the AF Capability Review & Risk Assessment (CRRA), the AF ISR Enterprise planning/programming processes, and the Joint Capabilities Integration and Development System (JCIDS) processes to ensure the integration of ANG ISR equities and capabilities into the Total Force AF ISR Enterprise.
  - Attends AF/ANG ISR program and/or weapon system meetings as required.
  - Provides ANG ISR-related briefings, papers, and other information as required. As directed, accomplishes assigned tasks via the designated ANGRC task management system.
  - As directed, fills ANG position in the CAT during real-world or exercise situations.
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### **3. Application Reminders**

If you are currently assigned to a Special Duty Identifier (SDI) as outlined in the Air Force Enlisted Classification Directory (AFECD) it is your responsibility to submit an approved conditional release memorandum with your application from your Functional Area Manager (FAM) stating you have fulfilled all obligations and will be released if selected for the position you are applying for. Failure to submit conditional release before listed closeout will result in disqualification from this announcement.

**Promotion Opportunity:** If this Military Vacancy Announcement is a promotion opportunity and you are currently assigned to a Special Duty Identifier (SDI), you must meet the promotion requirements as outlined in ANGI 36-2502.

If you are currently assigned to a Reporting Identifiers (RI), it is your responsibility to submit an approved conditional release letter with your application from your Commander/Director.

Applicants who are in a higher grade than the grade for this advertisement must provide a statement of understanding with your application stating you are willing to be voluntarily demoted without prejudice if selected for this position, IAW ANGI 36-2503, Paragraph 3.8. If selected for this vacancy, voluntary demotion action must take place prior to being assessed to the Statutory Tour Program.

Pen/ink changes to any source document, i.e. Report on Individual Personnel (RIP), Evaluations could result in disapproval.

It is your responsibility to ensure your vMPF Personnel RIP is in order prior to application submittal. This includes but not limited to, verifying Duty History, AFSC, Service Dates and ensuring overdue TDY codes are cleared.

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### **4. About Statutory Tours**

This is a fully funded Permanent Change of Station (PCS). Visit DFAS website for most current Basic Allowance Housing (BAH) & Basic Allowance Substance (BAS) rates for the duty location listed on this announcement.



All Members assigned to the Statutory Tour program will remain affiliated their State/Territory while serving on Statutory Tour.

All field members to include AGR, Technicians & Drill Status Guardsmen must obtain State TAG approval with application submittal. Members currently assigned to the Statutory Tour program must obtain current Director approval.

Statutory Tour members may be eligible for the Post 9/11 GI Bill if they serve on active duty Title 10 and/or Title 32 502(f) AGR for 90 days or more, after 11 September 2001. Their eligibility percentage starts at 40% for 90 days to 5 months. It increases 10% every 6 months, maxing out at 100%.

Statutory Tour service time does not count toward Reduced Eligibility Age for Reserve Retirement Pay.

**Further information regarding the Statutory Tour Program can be found in ANGI 36-6.**

Application packages will be reviewed to ensure qualifications are met. Packages are reviewed within 4 duty days of receipt. You may visit <https://airguard.ang.af.mil/om/vacancy/> for a status update. Do not call for a status update within the four (4) duty day period.

**IMPORTANT NOTE:**

Based on the volume of applicants, packages received within 4 duty days of the closeout date listed on the announcement will be reviewed for qualification / disqualification only. Any missing requirements will result in disqualification. Submittals of any missing requirements after the closeout will NOT be accepted. We highly encourage you to submit packages as early as possible. If you have any questions pertaining to your package refer to Section 6, FAQs, on the application procedures. If your question is not answered by the FAQs contact our office for clarification. Review your application and the requirements thoroughly before submitting.

**TO APPLY FOR THIS VANCANCY, SELECT THE LINK BELOW AND FOLLOW APPLICATION PROCEDURES**

**<http://www.ang.af.mil/careers/mva/procedures.asp>**